

Mental Health Services Oversight and Accountability Commission Client and Family Leadership Committee (CFLC) 2017-2018 Charter

CFLC CHAIR FOR 2017-2018

- Chair, Commissioner Khatera Aslami-Tamplen

PURPOSE AND GOALS

Through unity and collective experience, the CFLC will support the projects of the Mental Health Services Oversight and Accountability Commission (MHSOAC) by inviting individuals to provide feedback, from the client and family perspective, in the creation of mental health policy recommendations and Mental Health Services Act (MHSA) program implementation. Our common goal is to bring support and guidance to the MHSOAC on projects selected by the Commission and to ensure that the client and family voice is “in the room” to be heard and considered when policies and practices are discussed at the local and state levels.

CORE VALUES

- Carry out the mission, values, and goals of the MHSOAC.
- Promote Commission and Committee participation of diverse community members with lived experience and severe mental health issues.
- Encourage methodologies to reduce stigma and discrimination for all individuals.
- Keep the MHSOAC apprised of client, parent, caregiver, and family issues as they relate to the projects of the Commission.
- Ensure projects, contracts, tools, and advocacy efforts incorporate the Recovery and Resilience vision.

GROUND RULES AND GUIDELINES

Members are expected to attend all meetings (by phone or in person) and be on time.

Members are expected to be prepared and fully participate in all meetings and assignments.

Members will respect all cultures, backgrounds, and ideas.

Members will abide by a code of integrity, excellence, and efficiency in carrying out the mission of the MHSOAC.

Members of the Committee will actively participate in the projects.

If members are unable to attend a meeting they will notify the Chair and MHSOAC staff member prior to the meeting.

MEETINGS AND COMMUNICATIONS

Primary communication is during the scheduled Committee meetings and in strict adherence to the Bagley-Keene Open Meeting Act. The use of email, cell phones, website, or postings may be used for quicker communication as long as no business is conducted and follows the mandates of the Bagley-Keene Open Meet Act. Meetings will be conducted in open session.

Adequate notice of meetings will be posted. Members of the public must be provided an opportunity to comment on each agenda item.

RULES OF PROCEDURE

Committee members are reimbursed in accordance with the State of California per diem laws. Decision making is by voting and follows Robert's Rules of Order:

- A Committee member clearly states a motion.
- Another member seconds the motion.
- Discussion by Committee members.
- Public comment is heard.
- Committee members vote on the motion.

CHARTER ACTIVITIES for 2017-2018

1. CFLC members will participate with and actively support selected Commission projects. The Committee will be informed by MHSOAC Commissioners as well as MHSOAC staff members of the projects and priorities of the MHSOAC so that the Committee may lend its knowledge and expertise to the process.
 - a. Provide active involvement with the Issues Resolution Process (IRP) project.
 - b. Provide active involvement with the Schools and Mental Health project.
 - c. Provide feedback on the Fiscal Transparency Tool to ensure usability by families and clients.
 - d. Provide assistance to the MHSOAC on other projects as they arise.
2. The CFLC will produce a policy document which outlines best practices for client and family member engagement in local mental health programs.
3. Create a "Tell Your Story" video project highlighting committee members who will share the importance of hearing from consumers and family members on how to improve the mental health services delivery system and/or their stories about the impact of the MHSA on them and their family members.

CHARTER APPROVED AND ADOPTED: _____